

ANDHRA PRADESH POWER GENERATION CORPORATION LIMITED  
VIDYUT SOUDHA :: VIJAYAWADA – 520 004.

Memo.No.CGM(Adm)/DS(Adm)/AS(Adm)/PO-A/33/2017,

Dated:11 .01.2019

Sub:- Estt. – APGENCO – Engineering Services – Submission of Annual Property Returns for the year 2018-19 by the employees of APGENCO – Reg.

Ref: 1. G.O.O.No.658/JS(Per)/2010, dtd: 29.03.2011.  
2. Memo. No. CGM(Adm)/DS(Adm)/AS(V&R)T/VC3-224/04, dtd: 25.05.2011.  
3. Memo.No.CGM(Adm, IS&ERP)/DS(Adm)/AS(Adm)/PO-A/13/2015,dtd:05.01.15  
4. Memo.No.CGM(Adm,IS&ERP)/DS(Adm)/AS(Adm)/PO-A/03/17,dtd:04.01.2017.  
5. Memo.No.CGM(Adm,IS&ERP)/DS(Adm)/AS(Adm)/PO-A/03/17,dtd:01.02.2018.

\* \* \*

The attention of all the ED(Accounts)/CEs/SEs/FA & CCA/JS(Per) & incharge of Generating Stations is invited to the G.O.O cited and they are requested to bring to the notice of all the employees working under their control the following:

- (i) To Submit the annual Property Returns as detailed in Para: 2 (I) of the G.O.O. cited on or before 15<sup>th</sup> February without fail in the Prescribed Proforma viz.. Annexure-I, Annexure-II, Annexure-III.
- (ii) To Submit the intimation regarding all immovable Property/Properties irrespective of its value, Movable Property/Properties whose value exceeds Rs. 1,00,000/- and any foreign currency or foreign goods of value of more than Rs. 10,000/- owned, acquired or inherited by him/her or held by him/her on lease or mortgage either in his own name or in the name of any member of his family, in the forms prescribed through proper channel in terms of Reg.5(7) (amended vide G.O.O.cited) of APSEB Revised conduct Regulations.
- (iii) If an employee has not acquired or disposed of , any property he/she should submit a declaration to that effect.

2. All the ED(Accounts)/CEs/SEs/FA&CCA/JS(Per) & In charge of Generating Stations are requested to forward them to the Head Quarters after thorough scrutiny. The list of Technical Employees should be addressed to CGM(ADM,IS&ERP)/APGENCO/Vijayawada and the list of Non-Technical Employees should be addressed to JS(Per)/ APGENCO/VS/Vijayawada.

Encl: Annexure - I,II,III

**M. SUJAYA KUMAR**  
**CHIEF GENERAL MANAGER(ADM, IS & ERP)**

To

The Executive Director(Accounts),  
All the Chief Engineer's/ APGENCO  
The CGM(Adm, IS&ERP)||JS(Per) || FA&CCA/APGENCO  
All the Superintending  
Engineer's/APGENCO Incharge of  
Generating Stations

Copy to the:

Stock file

**// FORWARDED BY ORDER //**

  
**PERSONNEL OFFICER**

**ANNEXURE-I**  
**STATEMENT OF IMMOVABLE PROPERTY/PROPERTIES ACQUIRED/DISPOSED**

The following Immovable property/Properties possessed, acquired and disposed by Sri \_\_\_\_\_, under Regulation 5 (7) of APSEB Conduct Regulations as adopted by APGENCO, or any other person on his/her behalf of any member of his/her family during year ending \_\_\_\_\_.

Nature or Property	Situation of Property (Survey Municipal No. with extent)	Held in whose	Date and mode of acquisition/ Disposal	Price Paid/ Obtained	Source of Payment	Whether information given or sanction obtained (With ref.no & date)	Annual Income from Property
1	2	3	4	5	6	7	8
1. House							
2. Flat							
3. Shop							
4. House Plot							
5. Agril. land (Dry or Wet)							
6. Any other immovable Property							

**Note:** Details of acquisition of properties standing in the name of Hindu undivided family or partnership in which the officer holds a claim or share should be separately shown in the statement.

**Declaration**

I, \_\_\_\_\_ hereby declare that the particulars given above are true. I request that I may be given permission to acquire/dispose of property as described above from/to the party.

OR

I, \_\_\_\_\_ hereby intimate the proposed acquisition/disposal of property by me as detailed above. I declare that the particulars given above are true

Station:  
Date:

Signature of the Employee:  
Designation of the Employee:

I hereby certify that the above Annual Property Returns of the employee are scrutinized thoroughly & forwarded, duly acknowledging the receipt of immovable property of statement of transactions.

**CONTROLLING OFFICER**

ANNEXURE-D  
STATEMENT OF MOVABLE PROPERTY/PROPERTIES ACQUIRED/DISPOSED

The following Immovable property/Properties possessed, acquired and disposed by Sri \_\_\_\_\_ or any other person on his/her behalf of any member of his/her family during year ending \_\_\_\_\_, under Regulation 5 (7) of APSEB Conduct Regulations as adopted by APGENCO

1	2	3	4	5	6	7
Nature or Property	Held in whose Name	Date and mode of acquisition/ Disposal	Name and address of person from whom acquired/to whom disposed of	Whether information given or sanction obtained (With ref. no & date)	Price Paid/ Obtained	Source of income
1						
2						
3						
4						
5						
6						
7						

**Vehicles:**

Motor car, Motor Cycle/Scooter any other vehicle

**Electrical Goods:**

Air Conditioner/V.C.R/Television/Refrigerator

Any other goods

**Jewellery:**

Ornaments/Vessels etc.,

**Investments & Cash:**

Bank Deposits/Debentures/Shares/Bankbalances etc.,

**Furniture**

Live stock, Any other goods

**Declaration**

I, \_\_\_\_\_ hereby declare that the particulars given above are true. I request that I may be given permission to acquire/dispose of property as described above from/to the party.

OR

I, \_\_\_\_\_ hereby intimate the proposed acquisition/disposal of property by me as detailed above. I declare that the particulars given above are true.

Station:  
Date:

Signature of the Employee:  
Designation of the Employee

I hereby certify that the above Annual Property Returns of the employee are scrutinized thoroughly & forwarded duly acknowledging the receipt of immovable property of statement of transactions

**CONTROLLING OFFICER**

ANNEXURE-III  
STATEMENT OF FOREIGN CURRENCY/GOODS RECEIVED/ACCEPTED

The following intimation of Foreign Currency/Goods received by Sri \_\_\_\_\_ or any other person on his/her behalf of any member of his/her family during year ending \_\_\_\_\_, under Regulation 7-A of APSEB Conduct Regulations as adopted by APGENCO.

1	2	3	4	5	6	7
Nature of Foreign Currency/Goods	Sources from which received/accepted	Date of receiving/Accepting of Foreign Currency/goods	Reason/Purpose for which the foreign currency/goods were received/accepted	Mode and method of receipt/accept of the foreign currency/goods	Whether information given or sanction obtained (With ref.no & date)	The relationship of the sender to the recipient

**Declaration**

I, \_\_\_\_\_ hereby declare that the particulars given above are true. I request that I may be given permission to received/accepted foreign currency/goods as described above from the party.

OR

I, \_\_\_\_\_ hereby intimate received/accepted foreign currency/goods by me as detailed above. I declare that the particulars given above are true.

Station:  
Date:

Signature of the Employee:  
Designation of the Employee:

I hereby certify that the above Annual Property Returns of the employee are scrutinized thoroughly & forwarded duly acknowledging the receipt of received/accepted foreign currency/goods of statement of transactions.

CONTROLLING OFFICER